

## Jennifer Seeger

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**From:** TLiao@ci.san-leandro.ca.us  
**Sent:** Tuesday, December 20, 2005 1:50 PM  
**To:** Jennifer Seeger  
**Subject:** san leandro's annual housing report

Hi Jennifer:

Attached is the City's Annual Housing Report for its Housing Element to HCD. Council approved it on July 18. I've also attached the minutes (see Page 6) to the Council meeting for documentation of Council approval.

I'm in the process of finding out if we did send the final Annual Report to HCD. I believe our Housing Element staff person is Don Thomas so I just left him a message.

Let me know if this AHR I'm sending you is acceptable and makes us eligible again for Workforce Housing Reward funds.

Thanks, Tom

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# CITY OF SAN LEANDRO

## Annual Housing Report

### Calendar Year 2004



*Presented to the Planning Commission – June 9, 2005*

*Presented to the San Leandro City Council as a Work Session Item – July 11, 2005*

*Presented to the San Leandro City Council – July 18, 2005*

*For Submittal to the State of California  
Department of Housing & Community Development*

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## **I. INTRODUCTION**

Submittal of an annual housing report is required by Section 65400 of the State Government Code and requires that a jurisdiction provide an update on: 1) progress in meeting the Regional Housing Needs Production goals including affordable housing production; 2) progress on implementing the various goals, policies and programs contained in the Housing Element; and 3) progress towards mitigating governmental constraints to the maintenance, improvement and development of housing.

The City's Housing Element was adopted by the San Leandro City Council on January 21, 2003 and was certified by the State Department of Housing and Community Development on April 15, 2003. Sections II and III of this report, contained in the first eight pages, provide an encapsulated summary of San Leandro's progress on Housing Element Implementation and addresses the three reporting requirements described in the above paragraph.

The last section of the report, Section IV (pages 9-52), provides a detailed update, in response to the State's reporting requirements, of the City's ongoing progress in implementing *each* of the Housing Element's goals, policies and actions.

## **II. PROGRESS IN MEETING THE REGIONAL HOUSING NEED**

The City of San Leandro was allocated 870 housing units for the 1999 – 2006 planning period by the Association of Bay Area Governments (ABAG) Regional Housing Needs Plan. The allocations were finalized by the ABAG Board of Directors in March 2001 while San Leandro was nearing the end of its General Plan Update effort. As part of this effort, the City conducted a land inventory which provided the basis of the required "Adequate Sites Analysis." Although State law does not require the City to physically construct these units, the Adequate Sites Analysis shows that there is an adequate supply of land to accommodate the City's assigned housing production goal. Housing production was last updated covering the period between January 1999 and January 1, 2002. This report accounts for housing production activity between January 2002 and the end of calendar year 2004.

The next section contains two tables. Table 1 accounts for housing production between 1999-2002, and for the period between 2002 and the end of 2004. Table 2 provides a *detailed listing* of individual residential development applications that were approved between January 2002 to the end of calendar year 2004. The numbers in Table 1 will need to be adjusted as San Leandro continues to approve additional units in the future.

From January 1, 1999 to January 1, 2002, 1,227 units were either completed or had received planning entitlements or under construction. The period between January, 2002 through the end of December 2004 saw an overall decline in housing production from the previous reporting period. Between this time period, the City either completed, approved planning entitlements or

issued permits to construct another 107 units. The table below provides detail on housing affordability for the latest reporting period.

**Table 1 – Housing Production 01/01/99 – 01/01/04**

Affordability Level	RHNP Unit Production Goals	Units Added 1999-2002	Percent of RHNP	Units Added 2002-2004			
				Unrestricted <sup>1</sup>	Deed Restricted <sup>2</sup>	Total Units (1999-2004)	Total Percent of RHNP
Very-Low Income 0% - 50% of MFI	195	108	55%	0	0	108	55%
Low Income 51% - 80% of MFI	107	0	0%	6	0	6	6%
Moderate Income 51% - 120% of MFI	251	158	63%	0	3	161	64%
Above-Moderate Income More than 120% of MFI	317	961	303%	101	0	1,062	335%
<b>Total</b>	<b>870</b>	<b>1,227</b>		<b>107</b>	<b>3</b>	<b>1,337</b>	

<sup>1</sup> 6 unrestricted 2nd units and 101 market rate ownership units

<sup>2</sup> 3 restricted affordable ownership units

*Housing and Affordable Housing Production* – Nearly all of the affordable housing production in San Leandro since 1999 occurred between the period between January, 1999 and January 2002. During this period 266 affordable units (108 very-low income units and 158 moderate income units) were developed which include both rental units and ownership units. The largest, most recently completed developments include the 60-unit Broadmoor Plaza, and the 16-unit Fuller Gardens.

During the latest reporting period, three restricted affordable ownership units were secured while six unrestricted affordable units (secondary dwelling units) were also produced. The secondary dwellings were a result of the recently-adopted changes to the secondary unit ordinance. Some of the smaller residential projects were allowed to pay an affordable housing in-lieu fee. In terms of encouraging additional affordable housing, the City is actively facilitating acquisition of an existing motel (66 rooms and 1 manager's unit) for a possible major rehabilitation or demolition and new construction that would result in new affordable housing units. More project details on all of these affordable housing efforts are provided in the next section.

**Table 2 – Approved Residential Units 01/01/02 through 12/31/04**

Street #	Street Name	# Units	Affordable Units	Description
790	Joaquin	1	1 unrestricted	Secondary Unit Detached
2544	West Avenue 133rd	2		2-Family in the RO
915	Lewelling Blvd.	6		PD/TM for 6 lots
1696	Hays Street	1		Additional unit to create duplex
82	Chumalia	11		Condos (2001-056) Double check
2009	West Avenue 135th	2		2-Family in the RO
155	Sunnyside Drive	1	1 unrestricted	Secondary Unit Detached
230	Begier	1	1 unrestricted	Secondary Unit Attached
328	Haas	1	1 unrestricted	Secondary Unit Attached
1648	Daniels	1	1 unrestricted	Secondary Unit Detached
13184	Neptune Drive	2		Single Family Units
<b>PLN 2004 Approved subtotal</b>		<b>29</b>		
	Halcyon	17	2 restricted	Single Family detached
535	Mitchell	1	1 unrestricted	Secondary Unit Detached
2601	Walnut Drive	2		2-Family in the RO
	Cherry Street	2		Duplex
1300	Davis Street	5		GPA/PD/TM for new 5-unit subdivision
15041	Hesperian Blvd	11		Cherrybrooke Subdivision
	Harlan	2		Duplex
2128	West Avenue 133rd	2		Duplex
1057	Macathur	9	1 restricted	TM 7452 Evergreen Nursery 1 affordable
1903	Doolittle	4		Townhomes
	Castro Street	6		3 duplexes
1374	Pacific	1		Additional unit to create duplex
1600	Orchard	2		Duplex
265	Park Street	4		Live-Work Units
13510	Aurora	1		Single Family in RO
1374	Park Street	1		Additional unit to create duplex
270	Harlan	1		Additional unit to create duplex
<b>PLN 2003 Approved subtotal</b>		<b>72</b>		
1501	Darius	1		Single Family in RSVP
2412	Marina Blvd	2		2-Family in the RO
13475	Bancroft	1		On-site caretaker unit @ storage
2271	West Avenue 133rd	2		2-Family in the RO
<b>PLN 2002 Approved subtotals</b>		<b>6</b>		
<b>2002-04 Total Approved</b>		<b>107</b>	<b>3</b>	

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Table 2 shows that most applications for new development reflect San Leandro's built out condition and reveals that most developments are small-scale in nature. All projects are 17 units or smaller. One 43-unit project, not shown on this list of approved projects, was recently approved by the City Council. Most of the remaining applications reflect additional single family homes or duplex construction.

### **III. HIGHLIGHTS OF HOUSING ELEMENT IMPLEMENTATION AND SAN LEANDRO'S EFFORTS TO ADDRESS GOVERNMENTAL CONSTRAINTS TO HOUSING PRODUCTION**

*The Housing Function in San Leandro* – The City is very involved with housing related programs, activities and the processing of development applications. The Community Development Department is the lead department for implementing the City's housing policies and receives key support from the Office of Business Development as it relates to housing proposals within existing Redevelopment project areas.

Within the Community Development Department, the Housing Services Division oversees housing programs and works on many housing-related activities. The Planning Services Division processes development applications and provides additional assistance in housing policy development. The Office of Business Development, which is overseen by the City Manager's Office, administers the City's Redevelopment Agency function and closely works with the Community Development Department on a number of housing activities. The Office of Business Development provides technical assistance in matters concerning Redevelopment project areas.

The Community Development Department and Office of Business Development collaborate and coordinate on a variety of activities including working with the development community on housing proposals, especially affordable housing developments; conducting outreach efforts to the community; providing a variety of technical assistance to developers and prospective housing program clients; and providing liaison staff support to other outside agencies.

The Housing Division focuses its efforts on administering and monitoring CDBG, HOME and Redevelopment Housing Set-Aside programs and activities. These activities include new affordable housing projects, the Single Family Residential Rehabilitation Program and the First-Time Homebuyers Program. In addition, the Housing Services Division administers the newly-enacted Inclusionary Zoning Ordinance to ensure that developers are in compliance with the provision of affordable units for any new residential development. Furthermore, the Housing Services Division serves as the City's primary resource for affordable housing information.

*Highlights in a Nutshell* – A variety of tasks and accomplishments relating to the Housing Element were completed between 1999 through the end of calendar year 2004. These accomplishments include work on creating a new inclusionary housing and density bonus ordinance; adoption of a Housing Strategy 2003-2006, completion of two affordable housing developments that serve very-low income seniors and the developmentally disabled; completion

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of a refined land use and urban design plan for the southern segment of East 14<sup>th</sup> Street which will allow more mixed use and higher density residential development to occur; proactive support and outreach to the non-profit community to “kick start” new housing investment along East 14<sup>th</sup> Street; continued work with BART to assess appropriate development strategies for some key infill properties around the Central San Leandro BART station area; permit processing for mixed use and market rate and affordable residential (both rental and ownership) developments, and consideration of a series of zoning code amendments to help remove barriers to housing production.

*New Inclusionary and Density Bonus Ordinance for Affordable Housing* – The City Council adopted a new ordinance that now requires all new residential developments to provide an affordable housing component. Residential projects located in Redevelopment project areas are typically required, through State law, to provide a minimum 15 percent of the total number of new housing units to be affordable. The new ordinance requires that any new residential developments located outside of Redevelopment project areas provide at least 15 percent affordable units. The ordinance provides rules for the payment of in-lieu fees for small projects. The City also strongly encourages that the affordable housing be integrated on-site consistent with the City’s General Plan.

Revised regulations on the use of density bonuses were also adopted. The new rules lay out the appropriate conditions for the use of a density bonus and is intended to help secure additional affordable ownership and rental housing units on a case-by-case basis.

*Adoption of a Housing Strategy* – The City adopted a Housing Strategy that covers the remainder of the reporting period (2003 - 2006). Its purpose is to outline a plan to focus the City’s available funding sources to accomplish the goals, both relating to quality of life and numerical objectives that are stated in the 2003 adopted Housing Element. The Housing Strategy also addresses Redevelopment Agency obligations under State Law as it relates to affordable housing.

*Details on Affordable Housing Developments* – Two affordable housing developments were recently completed : Broadmoor Plaza, a 60-unit senior housing facility, and Fuller Gardens, a 16-unit facility for the developmentally disabled (see Goal 53; Policy 53.02). These two projects represent the first new affordable rental housing construction in San Leandro in several years. Both projects feature long-term affordability provisions and each received assistance from the Affordable Housing Set Aside fund. Broadmoor Plaza received approximately \$8.1 million in housing assistance, while the Fuller Gardens development received about \$3.7 million from State and Federal resources.

Some of the amenities at each facility include a community room and gardens, computer lab and small library at the Broadmoor Plaza facility, while the Fuller Gardens development provides a community room, a generous open space area and butterfly garden and access to the Fuller Lodge facility located adjacent to Fuller Gardens. Fuller Lodge is a facility for the



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developmentally disabled and is owned by the same non-profit developer (Eden Housing). This arrangement provides residents convenient access to amenities at each facility.

Pending Activities - The City continues proactive efforts to site appropriate mixed use developments and residential projects especially along the East 14<sup>th</sup> Street Corridor. This major transit corridor is covered by refined policy and urban design plans and is anticipated to be the location of new mixed use projects. The City continues outreach efforts to the nonprofit development community in order to facilitate development of new affordable housing or to address concerns relating to existing residential facilities.

*East 14<sup>th</sup> Street South Area Development Strategy* – The East 14<sup>th</sup> South Area Development Strategy (Development Strategy) is a refined land use and urban design plan that was adopted in order to transform the East 14<sup>th</sup> Street corridor into a more pedestrian friendly, mixed use area.

The Development Strategy received major planning grant funding from the State's Downtown Rebound Program (\$50,000) and MTC's TLC Planning Grant Program (\$50,000). One of the primary grant criteria is to show how this effort would encourage more housing. Since the area is wholly within a redevelopment project area, new affordable housing would also be produced.

The Development Strategy features tools and incentives to attract new private sector investment. New land use regulations were adopted to encourage preferred uses and parking requirements were lowered to make development more feasible on many of the small and shallow lots. A major feature of the Strategy includes new Design Guidelines that will help guide the "look and feel" of all new buildings to ensure that new development will exhibit high quality architecture that will enhance this major transit corridor.

*Outreach to the Non-Profit Development Community* – The City continues to actively work with the non-profit community, specifically facilitating potential projects along the East 14<sup>th</sup> Street Corridor. The most recent effort involves the issuance of a Request for Qualifications (RFQ) for the Islander Hotel, a 67-unit motel, that would lead to a non-profit facility manager. The City is currently completing the acquisition of the property which will lead to either a major rehabilitation effort or demolition of the existing facility and construction of new affordable units. Mercy Housing of San Francisco was selected as the non-profit to assist the Redevelopment Agency on this effort.

In addition to these efforts, the City continues to field inquiries on a day-to-day basis from the development community. Staff provides input regarding appropriate infill development sites and reviews the provisions relating to affordable housing. The City provides site planning and other technical assistance to the development community in preparation of a more formal "pre-application" review for any development proposal. These efforts are designed to streamline the review of initial development proposal while also identifying affordable housing requirements and other related fees associated with new development.

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*Residential Development near BART Stations* – Two BART stations are located in San Leandro. One is the Central San Leandro BART Station (Downtown) and the other is the Bay Fair BART Station located at the southern end of the city and adjacent to Bay Fair Mall, a regional shopping center. A variety of options for new housing exist at each station area and the City considers residential development options at each location when inquiries are made.

The Central San Leandro BART Station Area – The Central San Leandro BART Station is located about a five minute walk from Downtown. Sites near this BART Station have been identified as development opportunity sites and are covered by the Plaza Redevelopment Project Area and the Central San Leandro BART Station Area Revitalization Plan (Revitalization Plan). The Redevelopment project area contains its own land use plan, consistent with the General Plan, and promotes a variety of commercial and residential development. The Redevelopment Agency processed an amendment to the land use plan to create additional incentives by allowing mixed use developments to include residential units if the primary goal of securing new commercial space was achieved.

The Revitalization Plan is an urban design-oriented document which suggests “broad brush” land use preferences and more detailed public streetscape improvements. The City has worked proactively over the past 2-3 years with BART staff from both its Real Estate Department and Planning Department in attempts to facilitate marketing and development of BART’s surface parking lot. This 2.0+ acre site is designated for up to 200 units of multiple family housing and will feature both affordable units and commercial space. Additional staff work continues relating to securing financing of the required replacement parking structure prior to considering any formal development on the existing surface parking lot.

Most recently, the City relied upon the Revitalization Strategy to successfully secure a MTC TLC Capital Grant to enhance a vital pedestrian connection between the BART station and the core Downtown area. This type of improvement is intended to not only improve the pedestrian environment, but to also act as a public sector investment to attract new urban housing. The City anticipates to aggressively pursue capital grant funding opportunities to create quality pedestrian places for existing and future residents in this area.

The Bayfair BART Station Area – In regards to the Bay Fair BART Station, the City has worked cooperatively with staff from Alameda County and BART to implement a variety of public street improvements in and around the BART station that was initially funded from another TLC Capital Grant award. The City has aggressively worked with the owners of Bay Fair Center (previously Bay Fair Mall) in its transformation into a more active regional shopping facility.

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The Bay Fair Center is covered by a Development Agreement originally structured in 1991. This agreement provides for the ultimate development of up to 1.4 million square feet of commercial space. The current owners of the Center have indicated a strong interest in pursuing higher-end residential development within the context of constructing a transit village-type of development.

*Secondary Dwelling Units* – San Leandro is also implementing new provisions of its secondary unit ordinance. These changes were made in 2003 in response to changes made by the State per AB 1866. The City has fielded several inquiries and has approved six second unit applications which could not be considered under previous rules. Changes to allow detached units on parcels less than 10,000 square feet, and the ability to provide tandem parking are two changes which have allowed more secondary units to be considered. The City will continue to monitor pending State legislation and respond appropriately regarding any possible revisions to existing rules. The City continues to consider changes to the secondary unit ordinance and may consider increasing the maximum size of secondary units from the 450 square foot maximum currently in place.

*Infill Opportunities* - Most of the available land capable of supporting residential development is considered infill and most of these sites could accommodate larger developments than what currently exist on these properties. The City will remain active in its efforts to encourage new mixed use and higher density residential developments along the East 14<sup>th</sup> Street Corridor, especially along the southern segment since the City reduced parking standards in an effort to attract new development.

The Office of Business Development will continue to provide primary support to the Community Development Department to facilitate projects located in Redevelopment Project Areas and to assist in the potential financing of affordable housing projects through the use of the 20 percent Affordable Housing Set-Aside Fund. The Redevelopment Agency continues to pursue land acquisition opportunities and considers how to best leverage the Housing Set-Aside funds that may include bonding against existing funds. These efforts will contribute to help successfully fund future affordable housing projects.

*Possible Zoning Code Amendments* – The Housing Element identified a few existing zoning regulations that could be changed to help facilitate additional housing to be built. These changes include reducing the minimum parcel size to qualify for a Planned Development (PD) application and allowing additional density on certain properties designated for multiple family zoning containing at least 6,000 square feet. The Planning Services Division will be considering possible Zoning Code amendments that address these concerns later in fiscal year 2005-06.

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#### IV. DETAILED PROGRESS ON INDIVIDUAL HOUSING ELEMENT GOALS, POLICIES AND PROGRAMS

The Element's eight goals define the major topic areas covered by the element. These are:

- New Housing Opportunities
- Affordable Housing Development
- Administration of Housing Programs
- First Time Homebuyer Opportunities
- Affordable Housing Conservation
- Special Needs Populations
- Elimination of Housing Constraints
- Fair Housing

The first of these goals was adopted by the City on May 6, 2002 as part of the Land Use Element of the General Plan. It is repeated here because it is relevant to the mandatory topics covered by the Housing Element. The next seven goals are unique to the Housing Element. Where appropriate, policies in other parts of the General Plan have been cross-referenced to demonstrate internal consistency and identify other parts of the Plan where housing issues are addressed.

Numerical objectives have been developed for several of the goals. Each objective represents a target for the number of housing units to be preserved, improved, or developed—or the number of households to be assisted—during the time period covered by this Plan. The objectives provide a way to measure the City's progress toward the implementation of the Element.

Each of the Element's goals is also accompanied by policies and action programs. The policies are intended to guide day to day decisions on housing, while the actions identify the specific steps the City will take after the Element is adopted. Some of the actions are followed by narrative text providing further detail on the steps to be taken after the Housing Element is adopted.

The following table provides a more detailed description of the progress made on each individual item and in some cases contains a reference to *Section III – Highlights of Housing Element Implementation*. These references are noted as necessary.

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## LAND USE ELEMENT GOALS, POLICIES, AND PROGRAMS RELATING TO HOUSING

On May 6, 2002, the San Leandro City Council adopted an updated General Plan, including 52 goals and more than 400 policy and action statements. Goal 3 of the Land Use Element addressed new housing opportunities. The goal and its accompanying 10 policies and four action programs are listed below and are separate from the goals, policies and actions contained in San Leandro's certified Housing Element:

### Goal 3: New Housing Opportunities

**Provide housing opportunities and improve economic access to housing for all segments of the community.**

<b>POLICIES AND ACTIONS</b>		<b>PROGRESS</b>
<b>Policy 3.01</b>	<b>MIX OF UNIT TYPES</b> Encourage a mix of residential development types in the City, including single family homes on a variety of lot sizes, as well as townhomes, row houses, live-work units, planned unit developments, and multi-family housing.	The City continues to work proactively with developers, through the site plan review process to ensure quality development and a variety of housing types to meet all income levels in San Leandro. The City approved its first live-work development and encourages innovative design to ensure a variety of housing types.
<b>Policy 3.02</b>	<b>MIX OF PRICE RANGES</b> Encourage a mix of price ranges to provide housing choices for San Leandro residents of all incomes and ages. Opportunities to include affordable units and market rate units within the same development projects should be pursued.	Through the Inclusionary Zoning Ordinance, the City requires that all new residential developments provide a minimum 15% affordable units for projects in the city. In all cases, affordable units are generally sited within the project site, as a way to ensure a wide range of housing opportunities.
<b>Policy 3.03</b>	<b>AFFORDABLE HOUSING DESIGN</b> Design new affordable housing to blend in with the existing fabric of the community. Affordable housing should be located in a variety of neighborhoods rather than concentrated in one particular part of the City.	New design guidelines have been adopted for the southern E. 14 <sup>th</sup> Street corridor, which is where much of the City's new higher density housing is expected to occur. The City retains the ability to conduct site plan review to ensure quality design and architecture.
<b>Policy 3.04</b>	<b>PROMOTION OF INFILL</b> Encourage infill development on vacant or underused sites within residential areas.	Most of San Leandro's development opportunities are considered infill, and staff continues to work with developers to ensure design consistency and quality architecture within existing neighborhoods.

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**POLICIES AND ACTIONS****PROGRESS**

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**Policy 3.05 MIXED USE ON TRANSIT CORRIDORS**  
Encourage mixed use projects containing ground floor retail and upper floor residential uses along major transit corridors. Such development should be pedestrian-oriented, respect the scale and character of the surrounding neighborhood, and incorporate architectural themes that enhance the identity of adjacent commercial districts.

San Leandro initiated and adopted a refined urban design and land use plan for the southern segment of E. 14<sup>th</sup> Street, the City's primary transit corridor. The plan is based on Smart Growth principles and is pedestrian-oriented in nature and has resulted in new design guidelines and land use regulations to support new mixed-use residential development.

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**Policy 3.06 HOUSING BY NON-PROFIT DEVELOPERS**  
Promote the participation of non-profit housing organizations in the construction of new affordable housing in San Leandro, with particular emphasis on housing for seniors and working families.

Two new affordable housing projects were recently completed along E. 14<sup>th</sup> Street, and the City continues to work with the non-profit development community to implement the East 14<sup>th</sup> Street South Area Development Strategy including efforts to help identify and secure appropriate sites for affordable housing. The City will also continue subsidizing nonprofit developers with available State and Federal funding and support their efforts to secure any available public or private funding.

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***Action 3.06-A: Rental Housing Production***

*Pursue funds through a variety of government programs to assist in the creation of new affordable rental units.*

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**Policy 3.07 AMENITIES AND SOCIAL SERVICES WITHIN NEW HOUSING**  
Encourage new affordable housing development to provide amenities for future residents, such as on-site recreational facilities and community meeting space. Where feasible, consider the integration of social services such as child care within such projects.

This is an on-going process which City staff considers through the Site Plan Review process. Recent new affordable projects have provided amenities such as gardens and useable open space for residents as well as access to social services (See "Highlights" section).

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**POLICIES AND ACTIONS**

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**PROGRESS**

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**Policy 3.08**    **LIVE-WORK DEVELOPMENT**  
Provide opportunities for “live-work” development as a buffer land use between residential and non-residential areas, and to provide a housing resource for artists, craftspersons, and persons working from home. The design of live-work projects should be sensitive to the surrounding areas.

The City continues to work on a case-by-case basis with developers interested in live-work projects. Staff also talks directly with developers about appropriate areas within San Leandro. Because of limited resources, staff has not yet worked on a live-work ordinance because of limited opportunities for this type of development. Because of limited resources, staff has not yet conducted an inventory to identify potential live-work sites or conducted a building inventory, however, the City has accommodated the possibility of live-work units along the southern East 14<sup>th</sup> Street corridor through new land use regulations.

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***Action 3.08-A: Live-Work Ordinance***

*Develop an ordinance addressing “live-work” and “work-live” development in the City.*

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***Action 3.08-B: Inventory of Potential Live-Work Buildings***

*Prepare an inventory of buildings which might be suitable for conversion to live-work uses, mixed use projects, or community facilities.*

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## **POLICIES AND ACTIONS**

## **PROGRESS**

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### **Policy 3.10**

#### **CONVERSION OF NON-RESIDENTIAL LAND TO HOUSING AND PUBLIC USES**

Encourage the development of new housing on underutilized commercial and industrial sites which meet the following criteria:

- Sites on the edges of commercial or industrial areas, adjacent to established residential areas.
- Sites where continued use with commercial or industrial activities could perpetuate existing land use conflicts.
- Sites with adequate infrastructure, access, and road capacity.
- Sites which are not constrained by external environmental factors, including freeway, railroad, and airport noise.
- Sites where conflicts with surrounding uses would not be created in the event of re-use.
- Sites which lack “prime” qualities for commercial or industrial development, such as direct freeway or rail access.
- Publicly-owned land which is not being used to its fullest potential.

Sites meeting the above criteria should also be considered for churches, libraries, parks, community facilities, and other uses that provide necessary services and advance the quality of life in the community.

City staff works on an ongoing basis to consider proposals for potential new housing sites in areas that are designated for non-residential uses. The City relies upon an inter-departmental project review team meeting to review development proposals that may involve changes of use or a change in land use regulations (General Plan amendments and rezonings).

City staff has considered several such proposals in the past year and has provided direction and input to developers when such inquiries are made.

The City has also worked closely with the San Leandro Unified School District in its efforts to consider new campus facilities. Providing sufficient school facilities is a general concern of the community when new residential developments are considered.

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#### ***Action 3.10-A: Inventory of Vacant and Underused Sites***

*Periodically inventory vacant and underused sites to determine which are most feasible for conversion to new uses, including schools and parks.*

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## HOUSING ELEMENT GOALS, POLICIES, AND PROGRAMS

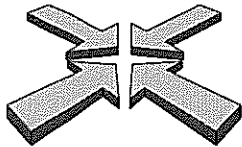
Goals in the other elements of the General Plan are sequentially numbered from 1 through 52. The Housing Element begins with Goal 53 and continues through Goal 59.

### Goal 53: Affordable Housing Development

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**Increase the supply of affordable ownership and rental housing in San Leandro.**

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#### *Quantified Objectives for Goal 53:*

1. Facilitate the development of 76 units of very low income housing in the ABHOW and Fuller Gardens projects by June 30, 2006 (Completed as of 2005)
2. Facilitate the development of at least 87 additional units affordable to very low income households, 107 new units affordable to low income households, and 121 new units affordable to moderate income households between September 1, 2002 and June 30, 2006 to satisfy the City's ABAG Fair Share Allocation (City is facilitating additional affordable housing developments).

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### ***POLICIES AND ACTIONS***

### ***PROGRESS***

#### **Policy 53.01 LAND SUPPLY**

Provide and maintain an adequate supply of land to accommodate the City's fair share housing assignment for the 1999-2006 period, as determined by ABAG.

The City has maintained the "adequate sites" inventory that was prepared for the Housing Element, and has since approved two general plan amendments to allow residential development where residential uses were not previously allowed.

Furthermore, the E. 14<sup>th</sup> South Area Development Strategy now anticipates a larger amount of residential uses than what was previously considered by the General Plan and the Development Strategy identifies additional sites appropriate for housing development in addition to what is contained in the Adequate Sites analysis. The City is proactively working with the development community to consider new mixed use developments that include higher density residential units.

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## **POLICIES AND ACTIONS**

## **PROGRESS**

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### ***Action 53.01-A: East 14<sup>th</sup> Mixed Use Development***

*Ensure that the East 14<sup>th</sup> South Area Development Strategy, now underway, includes specific incentives to include housing in new development projects. These incentives could include, but would not be limited to, reduced parking requirements, reduced setbacks, reduced fees, allowances for higher densities and additional density bonuses, and direct financial assistance through the Redevelopment Agency. Pursuant to Action 8.04-A of the Land Use Element, a new "Mixed Use" zone should be created on the southern part of East 14<sup>th</sup> Street (Thornton to 150<sup>th</sup>) which emphasizes upper floor residential uses and ground floor retail uses. Zoning on this corridor should allow second or third story housing as a permitted use, subject to performance standards and development standards which reduce the possibility for conflicts and off-site impacts. Development opportunities on the corridor should be publicized through the City's Business Development Programs.*

*Additional information on the South Area Development Strategy, which is being funded in part by a \$50,000 Downtown Rebound Grant from HCD, is contained in Chapter 4. One of the strategy's first tasks was an expanded inventory of housing opportunity sites along East 14<sup>th</sup> Street. The housing matrix in Appendix A is consistent with this inventory and identifies almost 40 sites along the corridor for future housing or mixed use development. Several potential areas for site assembly have been identified, including the area around the Islander Motel.. Site assembly would create larger and more viable development sites, thereby facilitating affordable housing projects. As noted in Action 53.02-B below, the City will also encourage future residential infill development along this corridor through promotional materials and newsletters.*

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**POLICIES AND ACTIONS**

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**PROGRESS**

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**Policy 53.02 FUNDING**

Actively pursue and leverage private, non-profit, and public funds to facilitate the development of affordable housing in San Leandro. Provide administrative and technical assistance to affordable housing developers and support the applications of these developers for loans, grants, tax credits, and other financing sources that facilitate affordable housing production in the City.

The City typically works proactively with non-profit developers to pursue available grant monies for affordable housing when available. Administrative and technical assistance is provided to help in the application development and submittal process.

As a member of the Alameda County HOME Consortium, the City annually applies to the County for HOME funds that can be used for potential affordable housing developments. The City recently issued an RFQ to experienced nonprofit housing developers to help manage and possibly develop affordable housing at the Islander Motel (See *Highlights* section).

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***Action 53.02-A: Applications for Grant Funding***

*Continue to pursue all available funding sources for affordable housing construction, including annual applications for federal CDBG and HOME funds.*

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***Action 53.02-B: Support for Non-Profit and For-Profit Affordable Housing Developers***

*Continue to provide support and information to non-profit and for-profit developers seeking to create affordable housing in San Leandro, including assistance in applications for Low Income Housing Tax Credits, Mortgage Revenue Bonds, Affordable Housing Program funds, and other funding sources. Work with the City's Business Development Department to prepare newsletters and promotional materials advertising residential and mixed use development opportunities in the City, particularly around the Downtown and Bayfair BART Stations and along the East 14<sup>th</sup> Street corridor. Continue to pursue grant funding for compact disks (CD) and other educational media which market housing opportunities in San Leandro, illustrate high density housing prototypes (especially along East 14<sup>th</sup> Street), and address neighborhood concerns about higher density housing.*

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## POLICIES AND ACTIONS

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### Policy 53.03 INCLUSIONARY HOUSING

Require the inclusion of affordable housing in new housing developments—both inside and outside of redevelopment project areas. Modify existing inclusionary housing ordinances as needed to make these requirements clearer and more effective.

Actions 53.03 A, B and C were addressed when San Leandro approved a new City-wide inclusionary housing requirement in November 2004. The ordinance now requires that all new residential projects provide a 15 percent affordable housing component (See *Highlights*).

The City has established new rules for the payment of in-lieu fees for small projects with six or fewer units.

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#### ***Action 53.03-A: Changes to Inclusionary Housing Requirements***

*Pursue the following changes to the City of San Leandro's inclusionary housing requirements:*

- *Expanding the requirement to apply to single family projects as well as multi-family projects.*
- *Expanding the requirement to apply to projects of 10 units or more, rather than projects of 20 units or more (projects of 10 to 19 units would designate at least one unit as affordable).*
- *Creating incentives to promote the inclusion of lower income units as well as moderate income units within owner-occupied projects.*
- *Requiring some of the designated "affordable" units in large multi-family projects to be reserved for very low income households, as well as low income households.*

*The existing ordinance—which effectively applies only to projects outside of redevelopment project areas—requires 10 percent of the housing units in multi-family projects of 20 units or more to be set aside as affordable housing. The recommended changes would make the ordinance more effective by lowering the threshold to 10 units, and including single family projects as well as apartments. The changes would also help ensure that some of the multi-family units are specifically set aside for very low income households.*

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#### ***Action 53.03-B: Redevelopment Area Inclusionary Housing Policy***

*Require developers of residential projects within San Leandro's redevelopment areas to set aside at least 15 percent of all new units as affordable housing. Pursuant to State law, at least 40 percent of these affordable units should be set aside for very low income households.*

*This requirement is consistent with State law for redevelopment project areas. A higher percentage of affordable units are required for projects that receive financial assistance from the redevelopment agency.*

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## **POLICIES AND ACTIONS**

## **PROGRESS**

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### ***Action 53.03-C: In-Lieu Fees for Affordable Housing***

*Establish an official City policy on the payment of in-lieu fees as an alternative to meeting the City or Redevelopment Project Area inclusionary housing requirements on-site. While the City encourages inclusionary units to be provided on-site, this may not be feasible in all instances (for instance, when the project contains fewer than 10 units). Formal criteria or findings for allowing in-lieu fees should be established and a consistent formula or method for determining the fees should be developed.*

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### **Policy 53.04 SITE ASSEMBLY IN REDEVELOPMENT AREAS**

Actively work with willing property owners to assemble underutilized parcels within redevelopment project areas to create more viable sites for future housing development.

City staff typically looks at the potential for and actively encourages the possibility of site assembly when reviewing development proposals.

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### **Policy 53.05 NEW RENTAL HOUSING**

Strongly encourage the development of additional rental housing in the City, including both market rate units and affordable units.

The City encourages new rental housing of all types to meet San Leandro's diverse housing needs such as recently completed Broadmoor Plaza and Fuller Gardens projects described below in Action 53.05-A (Also see *Highlights*).

Action 53.05 – B: The City recently issued an RFQ to experienced nonprofit housing developers to help manage and possibly develop affordable housing at the Islander Motel (See *Highlights* section).

Action 53.05 – C: The sites discussed in 53.05-C were included in the Feb. 2001 Redevelopment Plan Amendment for the Plaza Project Area and now allow mixed use projects including higher density residential uses. The Plaza land use designations are consistent with the General Plan (See *Highlights* section).

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## **POLICIES AND ACTIONS**

## **PROGRESS**

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### ***Action 53.05-A: ABHOW and Fuller Gardens***

*Facilitate the completion of the following affordable housing projects before June 30, 2006:*

- *The 60-unit American Baptist Homes of the West (ABHOW) very low income senior housing development.*
- *The 16-unit Fuller Gardens very low income housing development for developmentally disabled households.*

*Both of these projects recently held groundbreaking ceremonies and are now in the early phases of construction. Completion is expected by late 2003. In each case, the City of San Leandro provided gap financing to the project sponsors and technical assistance during the design and approval phase. Both projects are located on the East 14<sup>th</sup> Street corridor within the Joint City/County Redevelopment Project Area. While no additional financial assistance from the redevelopment agency is anticipated, the City will continue to work with the developers of both projects during the construction phase to ensure the timely completion of the projects.*

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### ***Action 53.05-B: Islander Motel Rehabilitation***

*Continue to support rehabilitation of the Islander Motel from a transient occupancy hotel to permanent affordable housing. Supplemental funding through programs such as HOME or HUD Section 202 (senior housing) should be pursued to cover the costs associated with conversion of the existing facility, or its replacement with new affordable housing. The City will continue to direct interested non-profit housing developers to the site and will rezone the site (and adjacent sites along East 14<sup>th</sup> Street) for Mixed Use development within 18 months of Housing Element adoption. The property is within the Joint City/County Redevelopment Project Area and has also been identified as a housing target site in the Redevelopment Agency's Five-Year Implementation Plan. The site is also located within the area now being evaluated with Downtown Rebound Grant funds. A redevelopment strategy is already underway to up-zone the site and spur its reuse with housing. Additional strategies for rehabilitation and reuse may be developed through the South Area Development Strategy, scheduled for completion in mid-2003.*

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## POLICIES AND ACTIONS

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### **Action 53.05-C: Housing Development in the Downtown BART Station Area**

*Rezone the following parcels in order to improve their viability as housing opportunity sites during the planning period:*

- The 2.2-acre BART parking lot site on the east side of San Leandro Boulevard at West Juana Street (from Public to High Density Residential). Because of the site's proximity to BART, the zoning designation should enable the construction of at least 80 units on the site, including a significant component of affordable housing. Since this project is contingent on the construction of a BART parking garage west of the Station, the City will support joint planning and funding applications with BART which advance garage construction.*
- The 13-acre site (comprised of several adjoining parcels) along Alvarado Street between World Savings and San Leandro Creek (from Industrial Park to Mixed Use). Rezoning of this site for mixed use development would be consistent with the adopted Redevelopment Plan for the Plaza area, and with the recently updated San Leandro General Plan. Whereas the current "IP" zoning does not allow housing at all, the mixed use designation would accommodate high density residential development, as well as offices, public facilities, and a limited amount of local-serving retail use. The rezoning should take place within one year after the City adopts a new mixed use zoning district (as directed by the General Plan). Rezoning of both sites should take place within 18 months of Housing Element adoption.*

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### **Policy 53.06 CONDOMINIUM DEVELOPMENT**

Promote the development of new condominiums as a more affordable alternative to single family detached housing for those seeking home ownership. Work with local developers and attorneys to explore workable solutions to the issues that have hampered condominium development in California during the last decade.

The City actively considers all types of housing development including condominiums as a form of more affordable market-rate ownership opportunities and works proactively with the development community to suggest when this form of housing is most appropriate.

The City's Townhall Square project (Hays & Davis Street at the north entryway of Downtown) is intended to be a potential mixed use development featuring condominiums.

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### **Policy 53.07 MANUFACTURED HOUSING**

Continue to permit manufactured or mobile homes in any residential zoning district, subject to a Certificate of Compatibility from the Zoning Enforcement Official.

- Building Code
- Zoning Code

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<b>Policy 53.08</b>	<b>BUSINESS COMMUNITY PARTICIPATION</b> Encourage the participation of the business community in developing creative and mutually beneficial solutions to meeting the City's housing needs.	The City remains open to considering establishment of a Trust Fund and is actively using available Housing Set-Aside funds to help create more affordable housing.
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***Action 53.08-A: Affordable Housing Trust Fund***

*Explore the feasibility of partnering with other East Bay communities to develop an Affordable Housing Trust Fund to assist in the development of new affordable housing in the City. The fund could be capitalized with private donations, CDBG/ HOME/ Redevelopment funds, voluntary contributions, and other sources.*

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**The above policies and actions are further supported by the following policies and actions appearing elsewhere in the General Plan:**

- Policy 1.10 (Land Use Element) encouraging secondary units (also known as “in-law apartments” or “granny flats”) in residential areas subject to conditional use permit requirements which ensure that parking, design, and other neighborhood impacts are fully addressed.
- Action 1.10-A (Land Use Element), calling for secondary unit design guidelines.
- Action 13.04-B (Transportation Element), calling for a minimum density of 18 units per acre for any housing development near the BART Stations and along the East 14<sup>th</sup> Street corridor.
- Action 35.02-A (Environmental Hazards), calling for the enforcement of energy-efficient design standards (e.g., Title 24) in new construction.
- Action 42.04-A (Historic Preservation and Community Design Element), calling for small-lot single family and multi-family design guidelines.
- Action 42.04-B (Historic Preservation and Community Design Element), calling for infill housing design guidelines.



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## **Goal 54: Administration of Housing Programs**

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**Ensure that local housing programs are administered in a way that maximizes benefits to San Leandro residents.**

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### ***POLICIES AND ACTIONS***

### ***PROGRESS***

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#### **Policy 54.01 HOUSING DIVISION**

Maintain a department or division within San Leandro City government that is specifically responsible for housing and coordination with other agencies on housing issues.

The Housing Division remains within the Community Development Department and is fully staffed with both professional and administrative support staff.

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#### **Policy 54.02 EFFICIENCY OF OPERATIONS**

Enlist the assistance of the Alameda County Housing and Community Development Department and local non-profits such as ECHO Housing in the administration of housing programs where City administration is infeasible or would be inefficient.

San Leandro Housing Division staff typically works with the County and other appropriate agencies such as nonprofit developers to help administer and implement San Leandro's housing programs.

As part of the County HOME Consortium, the City receives annual HOME funds from the County, which is the lead agency for HOME and Continuum of Care programs for San Leandro. San Leandro funds ECHO Housing services to conduct tenant and landlord counseling and fair housing activities. The City also annually funds nonprofits with CDBG funds to administer a homeless shelter for women and children a variety of fair housing programs.

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#### **Policy 54.03 HOUSING ADVOCACY**

Ensure that San Leandro is represented on task forces or other forums addressing housing issues at the regional, state, and national levels.

Housing Division staff and other City staff participate in a wide range of forums that address housing and other related issues such as the Alameda County HOME Consortium and Continuum of Care Council.

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## **POLICIES AND ACTIONS**

## **PROGRESS**

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### **Policy 54.04 LONG-TERM AFFORDABILITY RESTRICTIONS**

Ensure that housing units that are created or rehabilitated with financial assistance from the City (or that are created through the City's inclusionary housing ordinance) include restrictions to ensure that they will remain affordable for the maximum length of time allowable under federal, state and local regulations.<sup>1</sup>. Long-term affordability restrictions should be required for affordable housing projects outside of redevelopment project areas as well as those within. Appropriate resale and tenant occupancy requirements (such as deeds of trust and/or rent limitation agreements) should be established for such units to ensure that they are reserved for low and moderate income households when occupancy changes.

Depending on the funding sources (i.e.: HUD; RDA Set-Aside), the City typically secures the longest terms when new affordable units (ownership and rental) are created. Affordability terms are secured through a formal agreement with the Redevelopment Agency or through a deed restriction as appropriate.

Action 54.04 – A: For affordable units covered through the new Inclusionary Zoning Ordinance, the affordability term is 45 years minimum for ownership units and 55 years minimum for rental units.

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#### ***Action 54.04-A: Long-Term Affordability Requirements***

*Explore ordinance revisions and other legal means to guarantee the long-term affordability of future housing units that receive financial assistance from the City or that are produced pursuant to City regulations. These revisions could include longer affordability terms for new units created through the apartment rehabilitation and inclusionary housing programs.*

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### **Policy 54.05 RESIDENT PREFERENCES**

To the extent permitted by law, ensure that persons who live and/or work in San Leandro are given preference when screening applicants for housing developments receiving financial assistance from the City.

Housing Division staff conducts a variety of outreach efforts in order to inform San Leandro residents of available housing assistance such as advertising in mass-circulated mediums. The City maintains a waiting list for existing and new ownership units in order to keep available units occupied. Furthermore, the City's Inclusionary Zoning Ordinance provisions feature preferences for City and school district employees and San Leandro residents.

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<sup>1</sup> For projects within Redevelopment Project Areas, state law requires that the units remain affordable for 55 years if they are rentals and 45 years if they are for sale. For projects outside of Redevelopment areas, the terms vary depending on the funding source or the regulatory tool used to create the units.

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**POLICIES AND ACTIONS****PROGRESS**

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<b>Policy 54.06</b>	<b>REDEVELOPMENT SET-ASIDE FUNDS</b> Use Redevelopment set-aside funds to leverage funding from other public and private sources in the development of affordable housing. Ensure that housing set-aside funds benefit a mix of income levels.	City staff typically looks at innovative ways to make best use of the Affordable Housing Set-Aside Funds in order to create new affordable units. The Set-Aside Fund serves as the City's primary source of subsidy for affordable housing projects.
<b>Policy 54.07</b>	<b>WORKFORCE HOUSING</b> Strongly encourage San Leandro employers to participate in programs which assist their employees in finding suitable housing within the City of San Leandro.	Business Development staff typically informs new businesses and those seeking to expand about the existence of San Leandro Housing programs to assist workers with their housing needs.

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## **Goal 55: First Time Homebuyer Opportunities**

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**Provide opportunities for low and moderate income San Leandro households to become homeowners.**

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### ***Quantified Objectives for Goal 55***

1. Provide first-time homebuyers assistance to an average of 20 homeowners a year between 2002 and 2006.
2. Work with Alameda County to obtain mortgage credit certificates for an average of 5 homeowners a year between 2002 and 2006.
3. Conduct at least two first-time homebuyers seminars annually between 2002 and 2006.

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**POLICIES AND ACTIONS****PROGRESS**

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**Policy 55.01**     **COMMUNITY STABILITY THROUGH HOME OWNERSHIP**  
Enhance community stability by promoting home ownership and creating opportunities for first-time buyers in the City.

The Housing Division conducts up to four First-Time Homebuyer workshops annually to inform the community about available resources that will lead to home ownership.

Planning Services Division routinely talks about housing type and tenure with prospective developers. Most housing developments have been ownership projects which continue to provide ownership opportunities in San Leandro.

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**Policy 55.02**     **HOME OWNERSHIP FOR SAN LEANDRO RENTERS**  
Expand programs which help San Leandro renters purchase homes in the community. These programs should focus on moderate income households (80-120% of area-wide median income) but should also provide home purchase opportunities for low and very low income households.

*Action 55.02 – A:* San Leandro continues its first time homebuyer assistance program and relies on the ABAG-funded California Home Source Program (funded through ABAG) for possible lease-purchase opportunities. Since 1999, a total of 69 loans have been made, 30 for market-rate homes, and 39 for affordable units. In addition, the City has increased the maximum loan amount to \$20,000.

*Action 55.02 – B:* San Leandro maintains resources to provide assistance to 5 homeowners through the County's Mortgage Credit Certificate program.

***Action 55.02-A: First-Time Homebuyer Program***

*Continue the City's first time homebuyer assistance program, offering low-interest deferred payment loans to qualifying low and moderate income households for down payment assistance or gap financing.*

*Make the following changes to the program to improve its effectiveness:*

- *Increase the maximum loan amount from the current level of \$10,000 per applicant.*
  - *Index the maximum loan amount to the cost of housing, so that it rises as housing inflation occurs.*
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## **POLICIES AND ACTIONS**

## **PROGRESS**

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### ***Action 55.02-B: Mortgage Credit Certificate Program***

*Continue to support the Mortgage Credit Certificate (MCC) Program administered by the Alameda County Housing and Community Development Department. (Recipients of MCCs may take 20 percent of their annual mortgage interest payment as a dollar for dollar tax credit against their federal income taxes. The homebuyer adjusts federal income tax withholdings, thereby increasing income available to pay the mortgage).*

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### **Policy 55.03**

#### **FIRST TIME BUYER EDUCATION**

Inform prospective low and moderate income homebuyers of the financial assistance programs available through private lenders, the City, and Alameda County.

The Housing Division is committed to continuing the First Time Homebuyer workshops and financing program that is available to prospective home owners.

*Action 55.03 – A: The city sponsors up to four seminars per year.*

*Action 55.03 – B: The City is a regular participant in the Homebuyer Information Fair which is held annually.*

*Action 55.03 – C: Due to limited resources, staff has not yet initiated this activity, but will consider this when funding becomes available.*

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### ***Action 55.03-A: First Time Homebuyer Seminars***

*Continue periodic City-sponsored workshops for first-time homebuyers, in coordination with participating lenders and realtors.*

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### ***Action 55.03-B: Home Buyer Information Fair***

*Explore the feasibility of reestablishing the Home Buyer Information Fair (formerly known as the San Leandro Festival of Homes) as a joint effort with the County or adjacent cities.*

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### ***Action 55.03-C: Post-Buyers Seminar***

*Initiate an annual seminar to advise persons who have recently purchased a San Leandro home (a “post-buyers” seminar).*

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**POLICIES AND ACTIONS**

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**PROGRESS**

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**Policy 55.04 RENT-TO-BUY**

Encourage property managers and absentee owners of San Leandro single family homes to offer “rent with the option to buy” programs for young families.

The City is currently participating in the Lease-Purchase program available through ABAG.

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***Action 55.04-A: Lease-Purchase Home Ownership Program***

*Begin participating in the East Bay-Delta Lease-Purchase Home Ownership Program, a non-profit housing program that assists individuals who have the income needed to make monthly mortgage payments but lack funds for a down payment and closing costs. (In this program, East Bay-Delta Housing purchases the homes and then leases them to the applicant for a 38-month period. The new owner builds equity during this period and takes ownership at the end with a no-cash down payment and reduced closing costs. Hayward, Oakland, Fremont, Newark, Livermore, and Pleasanton already participate in this program, but San Leandro does not.)*

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## Goal 56: Affordable Housing Conservation

Encourage the preservation and rehabilitation of the existing affordable housing stock.

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### *Quantified Objectives for Goal 56*

1. Provide rehabilitation assistance to an average of 50 lower income homeowners a year between 2002 and 2006, either through the Minor Home Repair Program or the Owner-Assisted Rehabilitation Program.
2. Provide rehabilitation assistance to a minimum of one mobile home park and at least 20 mobile home owners by June 30, 2006.
3. Rehabilitate at least 100 units of rental housing through the apartment rehabilitation program (or its successor, in the event the program is discontinued) by June 30, 2006. At least 30 percent of these units should be affordable to low or very low income households.
4. Conservation of the 546 income-restricted units that currently exist in the City.

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### ***POLICIES AND ACTIONS***

### ***PROGRESS***

**Policy 56.01 REHABILITATION OF OWNER-OCCUPIED HOUSING**  
Undertake a range of City programs that assist private property owners, particularly low and moderate income owners, in maintaining and improving the condition of their homes.

The City typically relies on the RDA Set-Aside Fund for housing rehabilitation assistance. The city also provides six grant programs including: Minor Home Repair, Mobile Home Repair, Accessibility, Exterior Clean-Up, Exterior Paint and Seismic Strengthening projects.

*Action 56.01 – A & B:* All of these programs are currently funded and focused on very-low and low-income households.



**Action 56.01-A: Minor Home Repair Program**

*Continue local financial support for the Minor Home Repair Program, which provides \$2,000 grants to low and very low income homeowners for emergency repairs and the correction of household hazards. Expand publicity for this program through articles in City News, expanded use of the "housing programs" link on the City's website, press releases and liaison with the San Leandro Times and other media outlets, advertisements on the City's local access cable channel, greater coordination with the Police Department's Community Compliance officers, increased use of promotional flyers at San Leandro public libraries, door to door canvassing in target areas, greater use of multi-lingual printed materials, and targeted campaigns in neighborhoods with high concentrations of older housing stock. The City is planning to conduct a mass mailing to several target neighborhoods during 2003 with information about the Minor Home Repair and Owner Occupied Rehabilitation Programs.*

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**Action 56.01-B: Owner-Occupied Housing Rehabilitation Program**

*Continue local support for the Owner-Occupied Housing Rehabilitation Program, which provides loans and technical assistance to very low and low income homeowners for major repairs and improvements. Explore the feasibility of increasing the funding for this program and raising the maximum loan amount from the existing ceiling of \$20,000. Expand publicity for this program through articles in City News, expanded use of the "housing programs" link on the City's website, press releases and liaison with the San Leandro Times and other media outlets, advertisements on the City's local access cable channel, greater coordination with the Police Department's Community Compliance officers, increased use of promotional flyers at San Leandro public libraries, door to door canvassing in target areas, greater use of multi-lingual printed materials, and targeted campaigns in neighborhoods with high concentrations of older housing stock. The City is planning to conduct a mass mailing to several target neighborhoods during 2003 with information about the Minor Home Repair and Owner Occupied Rehabilitation Programs.*

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**Policy 56.02****REHABILITATION OF RENTER-  
OCCUPIED HOUSING STOCK**

Implement measures that assist the owners of multi-family rental projects in maintaining their properties and improving the quality of rental apartments. These measures should include rehabilitation assistance, and acquisition/rehabilitation programs in which the long-term affordability of rental units is assured.

The City works on a continuing basis to consider apartment rehabilitation projects on a case-by-case basis and typically relies on Redevelopment Housing Set Aside funds for these activities.

*Action 56.02 – A:* The most recent rehabilitation projects include the Surf Apartments and Tropic Court apartments which were completed in FY2000-2001 and FY 2002-2003. The City also maintains the single family rehab loan program for residential buildings containing between 1-4 units.

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**POLICIES AND ACTIONS****PROGRESS**

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**Action 56.02-A: Apartment Rehabilitation Program**

*Continue the Apartment Rehabilitation Program funded through HOME, CDBG, and local redevelopment agency set-asides. This program provides technical and financial assistance to the owners of rental properties to rehabilitate substandard units. The following specific actions related to this program should be pursued:*

- *Rehabilitation of the Surf Apartments on Tropic Court (HOME and Redevelopment Agency funding), with the condition that at least 50 percent of the units are affordable after completion.*
- *Funding to rehabilitate and/or acquire and rehabilitate additional apartment complexes in the City by 2006. The City will work as co-applicant with interested owners and non-profit developers to obtain additional funds for apartment rehabilitation.*
- *Potential measures to expand the apartment rehabilitation program to include small, single family homes that are rented out, where such homes are in deficient condition, in need of repair, and will remain as affordable rental units after rehabilitation.*
- *Measures to ensure that rental units created through this program remain affordable in the event that loans are paid off early.*
- *Expanded publicity of the apartment rehabilitation program through direct mailings to the owners of rental properties and coordination with interested non-profit developers.*

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**Policy 56.03****TENANT RETENTION IN REHABILITATED PROJECTS**

Ensure that the City's apartment rehabilitation program includes relocation provisions for displaced tenants, and measures which ensure that former tenants can be re-housed in the rehabilitated units.

For projects involving HUD funds the City conforms with the provisions of the Uniform Relocation Act, while projects involving the Redevelopment Agency, relocation law under the State Redevelopment law applies.

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**Policy 56.04****EXPANDED LANDLORD PARTICIPATION**

Promote the expanded participation of local landlords in rental housing rehabilitation programs. Explore incentives and public information tools to generate interest in these programs.

When opportunities arise, the City informs landlords about available programs and staff typically promotes the benefits of maintaining residential properties which include lower vacancies, fewer property management concerns, etc.

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**POLICIES AND ACTIONS**

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**PROGRESS**

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**Policy 56.05     “AT RISK” RENTAL UNITS**

Develop programs to preserve affordable housing in projects with affordability restrictions that will expire during the next 10 years.

Currently, the City will work with any interested developer who may wish to acquire and rehab “at-risk” units and consider providing financial assistance to ensure ongoing affordability on a case-by-case basis and as funds are available.

*Action 56.05 – A:* As part of considering case-by-case projects, City staff considers the suggestions in this Action item.

*Action 56.05 – B:* As part of the City’s annual report (Consolidated Plan) to HUD, monitoring “at-risk” units are a regular program activity.

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***Action 56.05-A: Protection Strategy for At-Risk Units***

*Develop a strategy to protect the 73 below market rate (BMR) rent units set to expire in 2008 at the Greenhouse Townhomes (8 very low and 3 low income units) and Parkside Commons (4 very low and 58 low income units).*

*The strategy should include the following components:*

- *Offering low-interest rehabilitation loans or other forms of financial assistance to owners of these properties in exchange an agreement to retain the units as affordable.*
- *Working collaboratively with the project owners and non-profit housing developers who may be interested in acquiring an ownership share in the project.*
- *Exploring other incentives (such as fee reductions or allowances for additional development) in exchange for a renewal of affordability restrictions.*

*In the event that protection of the units is infeasible, ensure that impacted tenants are notified at least one year prior to the conversion date and are provided with resources for assistance.*

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***Action 56.05-B: Monitoring “At-Risk” Units***

*In addition to the units described above, monitor the status of other assisted housing units that are at risk of conversion beyond the timeframe of this Housing Element.*

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**POLICIES AND ACTIONS****PROGRESS**

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**Policy 56.06**     **LANDLORD-TENANT RELATIONS**  
Provide assistance to landlords and tenants in resolving conflicts and understanding their respective rights and obligations. Maintain measures that discourage the displacement of San Leandro renters as a result of sudden or steep rent increases.

The City provides ECHO Housing with an annual CDBG award to administer the landlord/tenant dispute program.

*Action 56.06 – A:* The City relies on the existing Rent Review Board to review legitimate rent disputes. Staff regularly receives and responds to phone calls regarding rental issues and refers tenants to an appropriate service provider (ongoing activity).

*Action 56.06 – B:* The City currently funds a rental assistance program that is administered by ECHO Housing through its existing contract with San Leandro (ongoing activity).

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***Action 56.06-A: Rent Review Board***

*Maintain a Rent Review Board to mediate disputes related to significant rent increases in local apartment complexes.*

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***Action 56.06-B: Rental Assistance Program***

*Study the feasibility of a Rental Assistance Program, which assists lower income families with move-in costs or delinquent rent due to temporary economic hardship. The program could be a revolving loan program to help with rental deposits or monthly rent.*

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**Policy 56.07**     **REHABILITATION OF MOBILE HOME PARKS**  
Promote the rehabilitation of the City's mobile home parks without displacing tenants or reducing the number of affordable units.

*Action 56.07 – A:* Because of low demand for this type of program in San Leandro, the City does not currently have a regularly budgeted program for this type of assistance, but considers potential projects on a case-by-case basis.

*Action 56.07 – B:* This is an ongoing activity and is part of the City's funded Single Family Residential Rehab Program.

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**Action 56.07-A: Mobile Home Park Rehabilitation**

*Undertake a mobile home park rehabilitation, safety, and affordability preservation program. To the extent allowed by state laws governing mobile homes, the program should beautify one or more San Leandro mobile home parks and should be structured to avoid the dislocation of—or creation of economic hardships for—mobile home park occupants. The program would entail one time loans or grants to mobile home park owners to undertake improvements such as signage, landscaping, and the undergrounding of natural gas lines.*

*The City will also work with the State Department of Housing and Community Development (HCD) to pursue mobile home park enhancement grants, and to obtain funding through HCD's Mobile Home Park Resident Ownership Program.*

*(See also Land Use Element Action 1.02-C: Pursue a variety of strategies and programs to upgrade the appearance of mobile home parks without displacing owners and tenants.)*

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**Action 56.07-B: Mobile Home Grant Program**

*Continue local financial support for the Mobile Home Grant Program, which provides \$1,500 grants to very low income mobile home owners for mobile home rehabilitation. Explore the feasibility of expanding this program in conjunction with Action 56.07-A, to enable more substantial upgrades to mobile homes.*

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**Policy 56.08****CONDOMINIUM CONVERSION**

Allow apartments to be converted to condominiums or cooperatives only where the following conditions exist:

- a tenant relocation plan is provided.
- the design of the building is appropriate for a wide range of residents.
- obsolete or inappropriately designed aspects of the building can be replaced or raised to current standards.

Discourage conversions which would result in a net loss of affordable units or the displacement of low income tenants.

The City processes condominium conversion applications and ensures the provisions of the San Leandro Zoning Code and State Law are met. The City also monitors the net change in both market rate and affordable units as part of any conversion proposal.

Condo conversions require payment of housing fees to be used for affordable housing programs.

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**POLICIES AND ACTIONS****PROGRESS**

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<b>Policy 56.09</b>	<b>EFFICIENT USE OF THE HOUSING STOCK</b> Support programs that encourage the more efficient use of existing single family homes, for instance, roommate matching and shared housing programs.	The City is supportive of resources and programs, including ECHO's shared housing program, to make more efficient use of the housing stock, but due to limited resources, the City has not yet initiated a Shared Housing Program as suggested in <i>Action 56.09 – A</i> .
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***Action 56.09-A: Shared Housing Program***

*Explore a roommate matching or shared housing program aimed at seniors living alone. In the event the City is unable to sponsor such a program, participate in the existing shared housing program run by ECHO Housing which serves seniors and others in Alameda County.*

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<b>Policy 56.10</b>	<b>GRANDFATHERED SECOND UNITS</b> Continue to recognize second units established prior to the adoption of the 1961 zoning code as legal dwelling units.	The City continues to recognize pre-1961 second units as legal dwelling units.
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<b>Policy 56.11</b>	<b>REDUCING HOUSEHOLD ENERGY COSTS</b> Pursuant to General Plan Policy 28.03 (Energy Retrofits), promote weatherization, energy-efficient appliances, and other measures that reduce household energy costs and thereby provide more disposable income for shelter.	The City continues to conduct plan check review on new construction to ensure code requirements, including those related to energy efficiency, are met.
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***Action 56.11-A: Energy Efficiency Programs***

*Encourage the participation of local residents in programs designed to reduce household energy costs, particularly home weatherization programs and utility tax exemptions geared toward lower income households. Coordinate with PG&E to inform lower income households about potential ways to reduce home energy costs.*

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<b>Policy 56.12</b>	<b>REBUILDING DAMAGED STRUCTURES</b> Maintain zoning provisions which allow residential structures exceeding the currently allowable density to be rebuilt to their previous size in the event that they are destroyed by fire, earthquake, or other calamity.	The San Leandro Zoning Code maintains provisions to allow residential structures that exceed allowable densities to be rebuilt in the event of a catastrophe.
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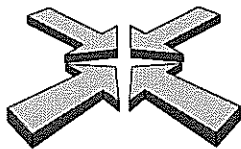
**The above policies and actions are further supported by the following policies and actions appearing elsewhere in the General Plan:**

- Policy 1.01 (Land Use Element): “Support the on-going conservation, maintenance and upgrading of the City’s housing inventory.”
- Policy 2.07 (Land Use Element): “Discourage “teardowns” (the replacement of smaller dwellings with larger and more expensive homes) where the existing home is in good physical condition and the proposed home would be substantially larger than the prevailing scale of the neighborhood.”
- Action 1.04-C (Land Use Element) calling for programs to ensure that landlords are held accountable for the appearance and maintenance of rental properties.
- Action 29.02-A (Environmental Hazards) assisting homeowners with earthquake retrofits by providing low-interest loans, a tool-lending library, and do-it-yourself classes.

### **Goal 57: Special Needs Populations**

**Proactively address the special housing needs of the community, including seniors, disabled individuals, single parents, large families, and the homeless.**

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#### ***Quantified Objectives for Goal 57***

1. Produce at least 120 new units of lower income senior housing between 2002 and 2006, including 60 units in the ABHOW project and another 60 units in future projects.
2. Provide at least 32 new units of lower income housing for persons with physical or developmental disabilities between 2002 and 2006, including 16 units in Fuller Lodge Phase II and another 16 units in future projects.
3. Increase utilization of the Section 8 program to 100 percent of the share of units allocated to the City.
4. Create at least 20 new three or bedroom apartments affordable to lower income households between 2002 and 2006, both through new construction and the apartment rehabilitation program.

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## **POLICIES AND ACTIONS**

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### **Policy 57.01 SENIOR HOUSING**

In accordance with the needs analysis conducted as part of this Housing Element, encourage the production of housing targeted to San Leandro seniors. Both non-profit and for-profit developers in the City should incorporate supportive services for seniors and design features which respond to the needs of seniors and others with limited mobility—such as single story floor plans, wheelchair ramps, bathrooms with grab-bars, and buildings with elevators.

The City has met with several developers interested in developing a project for either seniors or Special Needs populations.

*Action 57.01- A:* The City pursues funding opportunities on a case-by-case basis as potential projects evolve.

*Action 57.01 – B:* The City recently adopted a new Inclusionary Zoning and Density Bonus ordinance (11/04). The City typically considers reduced parking for housing projects that may not generate typical parking demand including housing for seniors and the developmentally disabled.

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#### ***Action 57.01-A: Additional HUD Funding***

*Pursue funding through the HUD Section 202 and 811 programs for the construction of additional housing for seniors and disabled persons.*

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#### ***Action 57.01-B: Density Bonus Increase***

*Increase the City's density bonus provisions to allow a 50 percent bonus for senior housing (instead of the 25 percent bonus contained in the current ordinance). Explore appropriate revisions to the parking standards for senior housing to ensure that this bonus can be realized on future development sites.*

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### **Policy 57.02 GRADUATED SENIOR HOUSING**

To the extent feasible, encourage the development of “graduated” senior housing projects which anticipate the changing needs of seniors over time and which include units for independent living and assisted living, as well as skilled nursing facilities.

San Leandro has a variety of housing facilities to meet changing needs of seniors. These facilities include assisted living, independent living and other facilities which provide skilled services to seniors.

*Action 57.02 – A:* The City continues to fund a variety of loan programs available to seniors to retrofit their homes to allow “aging in place” to occur.



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### ***Action 57.02-A: Allowing Senior Householders to “Age in Place”***

*Continue programs (including loans and/or grants) which allow seniors to “age in place” by retrofitting their homes with grab bars, wheelchair ramps, and other assistive devices which respond to the decreased mobility of elderly householders.*

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#### **Policy 57.03**

#### **RESIDENTIAL CARE FACILITIES**

Support the development of affordable licensed residential care facilities for seniors, the disabled, persons with AIDS, and others requiring assistance in day-to-day living.

The Community Development Department processes applications for these types of facilities when submitted and provides technical assistance in the form of permit processing and building code review to ensure facilities meet minimum health and safety standards.

Action 57.03 – A: The City continues to support legislation that would count congregate care facilities towards a jurisdiction’s Fair Share Housing production assignment.

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### ***Action 57.03-A: Congregate Care Facilities***

*Support state legislation which would count congregate care facilities toward a community’s fulfillment of its fair share housing assignment.*

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#### **Policy 57.04**

#### **OUTREACH TO SENIORS**

Produce educational and promotional materials about housing options for seniors living alone in larger single family homes, and explore incentives and/or assistance programs for seniors interested in selling their homes and relocating to smaller dwellings within San Leandro.

The Recreation and Human Services Department provides a wide range of senior services, while the Housing Services Division also provides materials regarding available housing programs.

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**Policy 57.05****FAMILY HOUSING**

In accordance with the needs analysis conducted as part of this Housing Element, encourage the production of affordable multi-family housing for large families. To minimize impacts on local schools and to the extent feasible, such housing should be targeted toward persons who are already living in San Leandro, particularly families occupying units meeting the census definition of overcrowding (e.g., more than 1 person per room).

The City has been actively working with the development community to facilitate possible new mixed use developments along the E.14<sup>th</sup> Street Corridor which is anticipated to be the location for new higher density housing, with the inclusion of larger family units. The City continues to work proactively with the local school districts to address ongoing concerns related to school capacity and the district's interest to expand existing or establish new school facilities.

*Action 57.05 – A:* The South Area Development Strategy resulted in new zoning rules to make multiple family housing a permitted use in certain areas and also resulted in the lowering of parking standards. Affordable housing projects are often considered for financial assistance.

The City has worked with several non-profit housing developers on potential affordable housing projects on East 14<sup>th</sup> Street.

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***Action 57.05-A: Large Family Rentals***

*Consider amendments to the City's fee schedule and zoning regulations that would create incentives to include three and four bedroom apartments in new affordable multi-family and/or mixed use projects.*

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**Policy 57.06    BARRIER-FREE DESIGN**  
Promote accessibility in design for persons with physical disabilities. Also, promote the inclusion of units that are set aside for persons with disabilities within larger affordable housing developments.

The City works on a daily basis to consider housing types and appropriate design for person with disabilities and conducts building plan checks to ensure compliance with the Americans with Disabilities Act.

A new 16-unit housing development (Fuller Gardens/Eden Housing developer) for the developmentally disabled was recently completed.

*Action 57.06 – A:* The City continues to work on a project-by-project basis to review housing proposals, especially affordable projects and those contained in mixed use developments to determine the feasibility of providing units to serve the developmentally disabled.

The City also works on a day-by-day basis to consider use of CDBG and Redevelopment Set Aside funds in terms of how these funds can best be used to serve the wide range of housing demands including those of the developmentally disabled.

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***Program 57.06-A: Reasonable Accommodations for Disabled Residents***

*In accordance with Senate Bill 520, adopted on January 1, 2002, the City will ensure that reasonable accommodations are made to meet the housing needs of persons with disabilities. These measures should ensure that the City's land use regulations and planning procedures include provisions which support the development (or alteration) of housing to meet the needs of San Leandro's disabled residents. The following should be achieved in accordance with this program:*

- Reduced parking standards for housing units serving disabled residents, or allowing such reductions to be processed administratively rather than through public hearings.*
- Allowing variances from development standards for certain types of improvements (such as wheelchair ramps within side-yard setbacks) to be processed administratively.*
- As feasible and appropriate, amendments to the City's building code to require strobe lights on smoke alarms for the hearing impaired*
- Requiring at least five percent of the units in projects receiving redevelopment set-aside funds to be reserved for persons with disabilities. Projects receiving HOME funds are already subject to this requirement.*
- Preparation of brochures and informational "how to" flyers advising San Leandro homeowners on procedures for retrofitting their residences to accommodate decreasing mobility.*

*In addition to these measures, the City will continue to work with disabled advocacy groups to address the housing and transportation needs of the local disabled community. This could include representation on the City's Human Resources Commission and advisory committees, ongoing coordination and liaison, and continued allocation of funds through the City's CDBG program. It will also continue to allocate CDBG funds for accessibility retrofits, and will continue to enforce the ADA and Title 24 of the California Administrative Code.*

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**Policy 57.07**    **EXTREMELY LOW INCOME PERSONS**  
Continue programs that meet the needs of extremely low income persons (defined as 30 percent or less of the area-wide median), including the Section 8 voucher and certificate program. Explore other programs which create additional capacity for the working poor and other extremely low income households who cannot find adequate housing in the local marketplace.

As of February 2005, there are 1,154 Section 8 vouchers in San Leandro. The City is working proactively with a non-profit developer that would serve low and very-low income households. The City also works cooperatively with developers that apply for Housing Tax Credits through the State.

*Action 57.07 – A:* The City recently adopted a new Inclusionary Housing Ordinance that requires at least 15% affordable units for any residential project in the City.

*Action 57.07 – B:* The City continues to actively support the Section 8 program as described above.

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***Action 57.07-A: Inclusionary Housing for Extremely Low Income Households***  
*Consider restructuring the City's inclusionary housing provisions (Zoning Code section 2-520(F)) and/or the inclusionary housing provisions for redevelopment areas to require a specified percentage of new housing units to be targeted to "extremely" low income households (e.g., households earning 30 % or less of area-wide median income).*

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***Action 57.07-B: Section 8 Program***  
*Continue to participate in the Section 8 Certificate and Voucher Program, which provides assistance to very low income tenants through rent subsidies paid directly to landlords. Promote partnerships with the Alameda County Housing Authority and the Rental Housing Organization to expand the availability of vouchers for San Leandro residents, and provide additional incentives for San Leandro landlords to participate in the program.*

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**Policy 57.08 HOMELESSNESS**

Continue to support programs that prevent or relieve homelessness in the Bay Area. Work with local non-profits, other public agencies, and community organizations to provide food, shelter, and other services to men, women, and children who are homeless, at risk of becoming homeless, or transitioning out of homelessness.

The City provides annual CDBG funding support to ECHO's landlord – tenant counseling program to prevent unlawful evictions and provides annual funding to the Rental Assistance Program too.

*Action 57.08 – A:* The city continues to provide regular financial support to the San Leandro Shelter for Women and Children and the Emergency Homeless Shelter Program.

*Action 57.08 – B:* Due to limited resources, the City has not yet initiated a feasibility study to consider this type of project.

*Action 57.08 – C:* The City is currently preparing a variety of possible zoning code amendments which include considering group housing as a conditionally permitted use in the limited Industrial zoning district.

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***Action 57.08-A: Assistance to Homeless Service Providers***

*Continue to provide financial support to the San Leandro Shelter for Women and Children, the Davis Street Community Center, the Emergency Shelter Program, and similar organizations assisting the homeless and persons at risk of becoming homeless.*

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***Action 57.08-B: Transitional Housing***

*Evaluate the feasibility of a local transitional housing facility that would provide subsidized rental housing for families to assist them in the transition between living in a shelter and regular private rental housing. If such a facility can be constructed, priorities should be given to single parent households with children. If such a facility is infeasible in San Leandro, continue to provide financial support to develop such facilities in nearby communities (such as the new Bessie Coleman development in Alameda).*

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***Action 57.08-C: Group Residential Uses in the Light Industrial Zone***

*Amend the San Leandro Zoning Code to allow group residential uses (such as homeless shelters, rooming and boarding houses, and residential care facilities) as a conditional use within Industrial-Light (IL) zoned parcels located within one-half mile of the BART stations.*

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<b>Policy 57.09</b>	<b>IMMIGRANT HOUSEHOLDS</b> Work with community groups, including faith-based and nonprofit organizations, to provide outreach on housing resources and needs to immigrant households and others with limited English language abilities. Local housing programs should respond to the needs of a culturally diverse community that includes multi-generational families, a variety of living arrangements, and a large number of non-English speaking households.	The City conducts outreach activities as new housing developments are approved. Staff works on an ongoing basis to consider different options available to conduct effective outreach to non-English speaking households and maintains a list of city staff that is available for translation services for 16 languages including American Sign Language during normal business hours.
<b>Policy 57.10</b>	<b>SERVICE-ENRICHED HOUSING</b> Promote social services and programs in affordable housing projects that assist lower income households in obtaining the financial resources needed to increase their housing choices in the City.	<p>The City reviews housing proposals on a day-by-day basis and considers program amenities that may be proposed, especially in affordable housing developments.</p> <p>The Islander Motel will include supportive services for purchase of affordable units.</p>
<b>Policy 57.11</b>	<b>PUBLIC SERVICE EMPLOYEES</b> Recognize school teachers, police and fire personnel, child care workers, nurses, and other public service employees as an essential part of the local workforce and seek to improve housing opportunities for these groups within the City.	<p>The Inclusionary Ordinance recently adopted lists workers for school districts and City employees as priorities.</p> <p><i>Action 57.11 – A:</i> The City continues to maintain the First Time Homebuyer program and other programs intended to help with housing affordability.</p>

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***Action 57.11-A: Housing for Public Service Employees***

*Explore programs which assist San Leandro's teachers, nurses, police officers, and other community service employees in obtaining suitable and affordable housing within the community. Explore the availability of state funding for such programs. To the extent permitted by law, consider directing a percentage of redevelopment set-aside funds for this purpose.*

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## Goal 58: Elimination of Housing Constraints

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Reduce potential constraints that increase the cost or feasibility of new housing development.

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### **POLICIES AND ACTIONS**

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#### **Policy 58.01 ZONING REGULATIONS**

Ensure that the development standards, use restrictions, parking requirements, and other regulations contained in the San Leandro Zoning Code enable the production of housing for all income groups. Overly restrictive or redundant requirements should be strongly discouraged.

The City's adoption of the East 14<sup>th</sup> Street South Area Development Strategy introduced new zoning rules to entice higher density housing and included reduced parking standards. The City will continue to evaluate the effectiveness of these new regulations and consider possible future changes to the Zoning Code that could affect housing development elsewhere in San Leandro.

*Action 58.01 – A, B & C:* The City is in the process of developing a FY 2005-06 work program to prepare a variety of zoning code amendments which also include those that are suggested in these Action items.

*Action 58.01 – D:* The City adopted new Secondary Unit Ordinance in July 2003 and is currently conducting a review of application activity related to second units.

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*Action 58.01-A: Amend the Minimum Lot Area Required for a Planned Development*  
*Maintain provisions in the Zoning Code for "Planned Developments" (PDs) on sites where the strict application of zoning standards could make development less feasible. The PD designation should allow flexibility in the application of setback requirements, minimum lot sizes, lot coverage limits, and other standards to reflect the unique context of each site. The PD designation should not preclude the requirement that the development is harmonious with the surrounding neighborhood and that impacts on local services and the environment are mitigated.*

*To facilitate the use of PDs in the City, the following specific actions should be considered:*

- *Lowering the minimum lot area requirement for Residential PDs.*
- *Lowering the minimum lot area requirement for Commercial PDs, where at least half of the floor area in the proposed project will be devoted to housing.*



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### ***Action 58.01-B: Amend Zoning Code Provisions for Multi-Family Uses***

*Within three years of Housing Element adoption, present a comprehensive package of Zoning Code revisions to the Board of Zoning Adjustments, the Planning Commission, and the City Council. These revisions may include, but should not necessarily be limited to, the following:*

- *For lots in the RD and RM zones that are currently developed with one single family home, allow one additional single family (detached) dwelling on the property if the lot is 6,000 square feet or greater.*
- *Eliminate the requirement for a conditional use permit for multi-family projects of 20 units or more in the RM-1800 zone. Such projects should continue to require environmental review and site design review so that impacts are adequately addressed and the public is involved.*
- *Amend Section 2-696 to note that housing in the CC and CRM zones is subject to the same regulations that apply in the RM-1800 zone (24 units per acre) rather than those that apply in the RM-2000 zone (22 units per acre).*
- *For small lots in the NA-2 zone, which was specifically created to encourage pedestrian-oriented mixed residential/ commercial projects along the northern part of East 14<sup>th</sup> Street, reduce the required front and side yard setback requirements (now 20 feet and 15 feet respectively).*

*Adoption of these zoning changes would be preceded by additional opportunities for community input, including community workshops and neighborhood meetings.*

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***Action 58.01-C: Amendments to the Parking Requirements***

*Pursue the following revisions to the City's parking standards (Zoning Code Article 17) to more easily accommodate higher densities on multi-family and mixed use sites. Further study of these revisions shall be conducted before changes to the Zoning Code are made:*

- *Reductions in the number of spaces required for residential projects located within one-quarter mile of the Downtown or Bayfair BART Stations and along the East 14<sup>th</sup> Street corridor.*
- *Reductions in the number of spaces required for affordable or senior housing projects, if it can be demonstrated that the expected tenants will own fewer cars than the regular standards anticipate – or if spaces will not be “pre-assigned” to specific units in the project.*
- *Allowances for some of the spaces to be tandem or uncovered, provided that none of the spaces extend into the front yard setback.*
- *Standards for “shared parking” when uses with different peaking characteristics (such as offices and apartments) are combined in a single structure.*
- *Reductions to the space requirements for studio apartments (presently 1.5 spaces per unit)*

*In addition, the City should explore the feasibility of an ordinance which would prohibit the long-term storage of cars in designated parking spaces in multi-family complexes, thereby ensuring that the spaces may remain available for tenant use.*

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***Action 58.01-D: Amendments to the Second Unit standards***

*Initiate the following revisions to the second unit provisions in Section 2-554 of the Zoning Code:*

- *Allowing such units to be detached on large (greater than 10,000 SF) lots.*
- *Increasing the maximum allowable size of a second unit, while maintaining the requirement that it comprise no more than 30 percent of the total floor area of the house.*
- *Allowing second units in the RD zone as well as the RS zone.*

*In addition, the City will explore the feasibility of impact fee waivers for second units if it can be determined that the units will not increase the demand for local services and facilities.*

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**Policy 58.02****PERMITTING PROCEDURES**

Minimize the cost and time associated with development review while still adequately addressing community and environmental concerns. Continually explore ways to streamline the permitting process for projects that are consistent with the General Plan.

The City places a high priority to customer service and provides day-to-day assistance at both planning and building counters. Staff's technical assistance and the use of pre-application meetings have proven an effective way to streamline project review while continuing to address environmental review requirements and community concerns.

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### ***Action 58.02-A: Permit Streamlining***

*Maximize the potential benefits of the City's permit tracking system, one stop permitting center, and website to facilitate permit processing and the issuance of building permits.*

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#### **Policy 58.03**

#### **DEVELOPMENT FEES**

Ensure that local development impact fees are structured to cover only the costs associated with new development. While it is appropriate for impact fees to cover the capital costs required by new projects, they should not be structured to correct deferred maintenance problems or pre-existing deficiencies. To the extent possible, the latter should be addressed through other funding sources, such as bond measures, CDBG funds, grants, redevelopment funds, and general fund allocations.

The City conducts a regular review of its development fee schedule to ensure fees are directly associated to incurred costs.

*Action 58.03 – A:* The City makes fee schedule adjustments on a regular basis to ensure the City is able to provide quality and efficient services and to remain competitive with other jurisdictions.

*Action 58.03 – B:* The City considers fee assistance for affordable housing projects on a case-by-case basis.

*Action 58.03 – C:* When appropriate the City will provide a letter of support for a non-profit developer to request possible fee adjustments or assistance for other outside agency fees.

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### ***Action 58.03-A: Fee Reviews***

*Regularly review and update local development and permitting fees to ensure that they are competitive with other communities in the East Bay.*

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### ***Action 58.03-B: Fee Reductions for Affordable Housing—City***

*Develop a policy to reduce certain fees for affordable housing projects, provided that such reductions will not adversely affect the City's ability to provide services to the project. Due to acute shortages of school capacity and parkland, these fees should not be reduced. However, reductions or waivers of use permit fees, rezoning fees, preliminary and tentative map filing fees, and similar administrative fees may be considered for housing projects that incorporate a substantial affordable housing component. Reductions in the Under-grounding Utility Fee for affordable housing projects in the East 14<sup>th</sup> Street corridor also should be considered, provided that there are supplemental funds from another source (such as the redevelopment agency) that can be used to cover this expense.*

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## **POLICIES AND ACTIONS**

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***Action 58.03-C: Fee Reductions for Affordable Housing—Other Agencies***  
*Work with the East Bay Municipal Utility District (EBMUD) and other utilities to explore possible reductions to connection and system capacity fees for housing projects which include a substantial number of affordable units.*

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<b>Policy 58.04</b>	<b>CUSTOMER-FRIENDLY ENVIRONMENT</b> Demonstrate a strong commitment to customer service in the processing of residential development applications, continuing the spirit of the City's One-Stop Permitting Center. Regularly explore ways to make the development review process easier to navigate for applicants.	The City has placed a high priority in the One Stop Permitting Center and values the effectiveness of its customer-oriented services. The City provides technical assistance before and during application submittal to help streamline the review process and to assist applicants through the permit approval process.
<b>Policy 58.05</b>	<b>RESOLVING DESIGN ISSUES</b> Work proactively with developers and community groups to address design issues and other impacts associated with multi-family housing. For projects that would provide significant public benefit, explore the feasibility of design and architectural assistance to reduce developer costs.	New Design Guidelines were adopted for the E. 14 <sup>th</sup> South Area Development Strategy and staff uses the Site Plan Review process to effect positive changes to building design and to secure quality architecture in new development.
<b>Policy 58.06</b>	<b>INFRASTRUCTURE MAINTENANCE</b> Encourage the ongoing maintenance of water, wastewater, storm drainage and other public facilities to ensure that their condition does not preclude the development of additional housing in the City. Coordinate and prioritize repair and rehabilitation projects to ensure that services are available for the housing sites identified in this Element.	The Engineering and Transportation Department conducts annual evaluations regarding the overall maintenance of infrastructure within the city. Action 58.06A - The Community Development Department typically considers the need for infrastructure upgrades and capacity issues when considering new development.

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***Action 58.06-A: Correction of Infrastructure Deficiencies***  
*Ensure that the San Leandro Capital Improvement Program includes the projects needed to correct existing infrastructure deficiencies and facilitate the development of housing on the sites identified in this Element.*

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**Policy 58.07 ENVIRONMENTAL CONSTRAINTS**  
Explore programs and funding sources to correct flooding and soil contamination problems on underutilized sites that might be redeveloped with housing.

When considering development on properties that may either be contaminated or prone to flooding, the City may provide financing assistance if the project is eligible as an affordable housing project. Set-Aside monies could be used to help address contamination and other environmental concerns. Also, the City can assist with obtaining State DTSC funds.

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***Action 58.07-A: Remediation of Soil Contamination***

*Explore possible funding sources and other ways to assist prospective housing developers in addressing soil contamination problems on potential housing sites.*

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**The above policies and actions are further supported by the following action appearing elsewhere in the General Plan:**

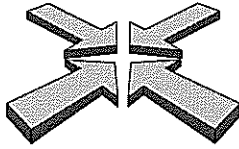
- Action 46.02-A (Community Services and Facilities Element) regarding City assistance and support to both School Districts in their efforts to increase capacity and develop new facilities.

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## Goal 59: Fair Housing

Ensure that all persons, within their abilities and means and without discrimination, have freedom of choice as to where they live.

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### *Quantified Objectives for Goal 59*

1. Conduct at least one Multi-Family Management Assistance Program seminar a year between 2002 and 2006 to promote responsible apartment management and tenant screening practices, encourage participation in the Section 8 program, and apprise landlords of their rights and obligations under the Fair Housing Act.

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## **POLICIES AND ACTIONS**

## **PROGRESS**

**Policy 59.01**     **ENDING HOUSING DISCRIMINATION**  
Encourage and directly support effective programs working toward the elimination of arbitrary housing discrimination based on age, race, sex, sexual orientation, marital or family status, ethnic background, medical condition, disability status, or other arbitrary factors.

Action 59.01 – A: The City provides annual funding support to ECHO using CDBG monies for fair housing services and landlord-tenant counseling. ECHO assists the City in affirmatively furthering fair housing as part of San Leandro's HUD Consolidated Plan.

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***Action 59.01-A: Contract with ECHO Housing***

*Continue to contract with Eden Council for Hope and Opportunity (ECHO) Housing for fair housing assistance and the investigation of discrimination complaints, and for tenant-landlord counseling and mediation services.*

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**Policy 59.02**     **NON-DISCRIMINATION IN CITY HOUSING PROGRAMS**  
Ensure that non-discrimination is required as a condition of approval for all City-approved housing programs.

The City routinely reviews for possible housing program provisions that could be interpreted to be discriminatory in nature and takes remedial action to either refine program policies and guidelines as needed.

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**POLICIES AND ACTIONS**

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**PROGRESS**

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**Policy 59.03**     **INFORMATION AND REFERRAL SERVICES**  
Provide information and referral services that direct families and individuals to agencies that can assist them in overcoming financial barriers to housing rental or purchase, locating suitable housing, and obtaining housing with special facilities such as disabled-accessible units.

Housing Services staff regularly fields affordable housing calls and provides necessary information or refers inquiries to appropriate agencies such as ECHO or the County Housing Authority.

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**Policy 59.04**     **OUTREACH ON HOUSING RESOURCES**  
Ensure that City housing programs are well publicized throughout the community. Use a variety of methods, including multi-lingual printed materials, broadcast media, and the internet to advertise programs that assist low and moderate income San Leandro homeowners and renters.

The City's website contains a comprehensive description of available housing programs. Also, newspaper articles have been written to publicize city programs.

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***Action 59.04-A: Housing Highlights Newsletter***

*Continue to produce a quarterly housing newsletter to inform tenants, prospective homebuyers, and public agencies of the housing programs and activities funded by the Redevelopment Agency and the City. Explore the production of this newsletter in other languages, such as Spanish.*

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**Policy 59.05**     **PUBLIC EDUCATION**  
Promote multi-lingual public education and awareness of fair housing requirements and the need for affordable housing. Work to address misconceptions about affordable housing and to build broad recognition and support for such housing in the community.

The City promotes a variety of housing education through the First Time Homebuyers program and participation in other area-wide housing events. City staff works on informing Planning Commission and City Council on affordable housing issues through community meetings and work sessions. Staff has also worked proactively to establish good working relationships in the affordable housing community. Action 59.05 – A: The MMAP program is ongoing.

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**POLICIES AND ACTIONS****PROGRESS**

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***Action 59.05-A: Multi-family Management Assistance Program (MMAP)***

*Continue support for the Multi-family Management Assistance Program in conjunction with the Rental Homeowners Association of Southern Alameda County. The program should continue to provide property owners, site managers and property management companies with standard rules and regulations for tenant screening and property management. In association with the MMAP, the San Leandro Police Department should also continue to provide crime prevention and safety programs for tenants of large multifamily complexes.*

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